



Colchester Sewer and Water Commission

Minutes of the January 8, 2015 Special Monthly Meeting Municipal Office Complex Colchester, Connecticut

Members Present: S.Coyle, R. Silberman, R. Peter, T.Hochdorfer, M. Cross

Members Absent:

Others Present: J. Paggioli (Public Works)

1. **Call to Order-** Chairman Coyle called the meeting to order at 7:00 p.m.
2. **Approval of the Sewer and Water Commission December 11, 2014 Regular Monthly Meeting Minutes** – Motion to approve the minutes of the December 11, 2014 Regular Meeting Minutes as submitted, by R.Peter, second by R.Silberman; Motion approved 5-0 (none abstained).
3. **Citizen's Comments** - None
4. **Subcommittee Reports**
 - A. **Finance – Transfers, Monthly financial reports, Quarterly billing, Disputes, other**
Transfers – None.

Monthly Financials – Monthly financials were distributed and discussed.

Quarterly Billing –As of 12/31/14 we have collected 50.14% of the projected budget and we have billed out 50.7% of the “projected”. The third quarter bills were sent out on 1/2/15.

Disputes: Old Bacon Academy, High Usage. Correspondence Attached. Update, Profile indicated that the water usage occurred during a specific 3 day period. Results were forward to the Bacon Trustees. See Attached letter. After discussion the issue was deemed to be addressed and the charge valid and issue closed.

Patricia LaGrega -188 Old Hebron Road. – see attached letter. The request seems reasonable to apply a sewer credit toward the bill. The outdoor spigot was replaced and inspection indicated that the leaking water did not enter the Sanitary Sewer System. A Sewer Credit was determined to be warranted.

5. Water Activities

A. Water Activities Report – January

- 1) Service Work: Mark outs, Samples, Finals. Profiles, Service Calls, Cross Connection Surveys Shutoffs/Turn-ons (Snowbirds and return of two services to the system).
- 2) New Developments. None this month.
- 3) Taintor Hill Treatment Plant winterization and repair of heating unit.
- 4) Winterization survey and improvement of entire structures.
- 5) Main Break Repairs.
- 6) Staff implementation of budget, resource cost reduction.
- 7) Mapping project for Well 3A potential site at plant, begin to clear area.
- 8) Constructing Bacon Academy – Block House connection to Public Water Supply, Completed.
- 9) Main breaks: 2 (Pleasant Street, Boretz Road) Shutoffs: 3 temporary
- 10) Recon Easements to be cleared.

B. Water Projects Status –

- 1) Existing Well 3 has exhibited reduction in specific yield capacity over the last 45 days. Initial indications were directed towards lower rainfall during the summer months, however the likely issue appears to be clogging of the screen openings with iron deposits and other material. The screen for the intake is a “louvered” style of screen, (imagine the openings on house shutters). In consultation with Jim Duncan of the Steven Church Company, staff has meet to determine alternatives to redevelop/repair the well in order to maintain the operation of the well until such time that the new relocated well 3A can be approved, constructed and bought on line. At the present time there is \$221,000 in the Capital Fund. A Proposal is attached for review. Additionally there are estimates for test drilling for well design in order to have the Well 3A design configured. **UPDATE** Well 3 work completed. Specific Yield went from 2.55 gpm/ft to 11.5 gpm/ft. Base flow rate from 55 gpm to 120 gpm. When repaired/serviced pump was reinstalled, the effective yield was raised to 232 gpm. This is in accordance with the full expectation of the project and the well casing repair is in good condition so that a possible collapse of the 50 year old casing is no longer a factor in the operation reliability of the well. See attached sheets from meeting notes scheduled in November. All invoices paid. Project Completed.

6. Sewer Activities

A. Joint Facilities Report – Joint Facilities has contracted CDM to prepare the documents for the RDT. Job Description for the Administrator is advertised.

B. Sewer Activities Report – Consultation with Joint Facilities Personnel regarding the refurbishment or replacement of the impellers for the Prospect Hill Pump Station pumps. Over the course of time (over ten years) Mr. Clayton has noticed at drop in output of the pump rate (approximately 200 to 300 gpm he

estimates). The motors are new, and impellers are the originals. In consultation with Wesson & Sampson, an older proposal was discussed. Estimated cost to be \$18,000. An updated proposal will be obtained and brought before the commission. After discussion, the Commission concurred with the benefit of the project to proceed subject to the updated proposal with formal action to be made at a subsequent meeting.

C. Sewer Projects Status – Board of Selectman meeting 10/2/14 Approved funding recommendation for RDT project. CDM will provide an update at the Joint Facilities 11/18/14 meeting. Update: The project has three vendors for the RDT unit (fourth possible dependent upon a RFI being completed by that vendor). The documents are anticipated to be complete by the end of the year with the project to be advertised for bidding in January, 2015. (Awaiting JFC Meeting)

7. Old Business

A. Capital Planning Update.- In response to presented opportunity for long-term lease possibilities, evaluation of 3 locations were conducted. The most advantageous location is presently owned by the Town of Colchester. Further research investigation is being conducted in order to plan for required regulatory approvals. Existing mapping for location and potential Well 3A site at plant 100% complete. See Water Project Status above.

B. Energy Performance Contract –. Installation of the Transformer upgrades are completed at the Filtration Plant. O&M Building Sealing is completed. Lighting is complete. Building Automation system is being online 5/7/14. Initial analysis for electric use shows that the plant is exceeding electrical savings, (with exception of tank recoating project drain/fill/etc use) due to the “non-degree day” influence on the plant overall. Update: Town wide Energy Supplier Contract for a three year period at fixed 7.925 cents/kwh was signed 12/31/14.

C. Spray Park Repair Request- Estimate has been conducted to repair the spray park leakage. Due to the design and layout of the piping, estimated cost for replacement piping and associated concrete repair is \$38,000. The park was not activated until the last day of the school year, (with much criticism from the public) and readings will be taken monthly while open to monitor use. Update: Spray Park closed 8/29/2014. Park Meter reading for the bathroom/shower/and spray park for the quarter was 1.870 million gallons. Approximately a 80% increase in the leak than last year. Estimated cost of water based upon the use of the facility is \$17,737 based upon current rates. Specifications for bidding the repair project are being prepared. The First Selectman has been made aware of the issue and has instructed to prepare an RFP for the repair and upon receipt of bids, going forward with an accurate funding request. Continuing specifications preparation for RFP to be placed out to bid in January, 2015.

D. Joint Facilities Public Utility Administrator replacement process.

Job Description for the Administrator is advertised. From the previous job posting, only one candidate/application was submitted. It was determined by the Joint Facilities Committee to repost/extend the closing date for application. In lieu of a suitable replacement, The Joint Facilities Committee supported an extension/retainment of service to Mr. Susco's work duties. The proposal was a budget neutral – non benefit position (independent contractor) for Mr. Susco to continue the required job duties until a replacement can be found.

E. Town Water use.

For discussion Without the Spray Park issue, the meter for the bathroom building ran at 185,000 gallons for the previous quarter. A spread sheet was presented last meeting for discussion.
No further action conducted this month.

F. Charter Review Commission Request- best to just include the request for discussion:

Department Heads,

Please see the below request from the Commission Chair Gregg LePage. You can send any feedback to him at lepage119@comcast.net. Please cc me in your reply.
Thanks, Tricia

As required by Article XIV of the Colchester Town Charter every ten years, a temporary Charter Review Commission has been formed. The Commission is chaired by Gregg LePage with members Monica Egan, Betty Wagner, Gary Siddell, and Ursula Tschinkel. The last review began in 2004 with proposed revisions brought before the voters in November 2006.

The charge of the Commission is to:

- Become thoroughly familiar with the Charter.
- Find language that is not readily understandable.
- Find language that is contradictory or inconsistent between sections or between what is written and in practice.
- Review processes contained in Charter for understandability & fairness, relevance, need for change and efficiency and effective control.
- Review governmental structures as prescribed in Charter.

We need your help!

We are seeking feedback from the Boards and Commissions regarding the Charter as currently written (Version 16, updated 4/1/2013).

Some questions to consider regarding the current Charter:

- Are operational processes focused with a single point of accountability?
- Where have we created conflicting accountabilities and why?
- Can we streamline operational processes?
- Can we streamline the decision-making process? Are we consistent in our decision-making process?
- Does the current structure allow us to achieve our goals?

Think about how your Board/Commission is structured and operates.

Since the Charter Review Commission is short in duration, we are looking for feedback by 11/30/2014. If you can get this on your agenda it would be greatly appreciated.

If you have any question or wish to provide feedback, I can be contacted at lepage119@comcast.net

Thanks for your help!

Gregg LePage

Chairman Coyle forwarded language and attended the Charter Revision Committee's meeting with the following recommendations that were discussed with the Sewer and Water Commission consensus:

- 1) That the membership of the Sewer and Water Commission be reduced from 9 members to 7 members.
- 2) That the language within the Charter more accurately reflect the budget development process that actually occurs; i.e. that the Director of Public Works prepares the budget for the Sewer and Water Commission, which then the Commission approves for recommendation, subsequent to required public hearings, to the Board of Selectmen; then the Board of Selectmen approve and adopt the annual Operation Budgets for Sewer and Water.
- 3) That the Charter language that addresses the "Charge and Description" of the duties of the Sewer and Water commission be altered to reflect that the Commission's purpose is to represent the interests of the rate payers of the systems.

G. Sewer Service Area Discussion – There has been a draft/preliminary inquiry concerning a property just outside of the service area on Old Hebron Road and a developer that purchased the property wishing to have sewer service extended. Mr. Paggioli provide a map of the area sewer shed, existing system, and proposed layout of a previous request to the west of the property that was determined in 2009. In order to connect to the existing system, a pump station would be required. The location can be served by gravity if an additional crossing of Route 2 is made to the west of the site in the Old Hartford Road/Mill Hill Road area is made either by 1) Bridge attachment – not preferred or 2) pipe jacking or directional boring under the highway similar to the Prospect Hill Force main or James Street/Linwood Cemetery mains. The second option would be the preferred method to serve not only the subject parcel but the entire sewer shed west of the existing service area. After significant discussion concerning the long term benefit of the system, the consensus of the Commission is that it is not recommended to continue to allow private pump stations and private force mains to piecemeal extend the service area when there are alternative gravity paths available for the long term benefit of the system and logical extension of the service areas. The area has been identified for potential crossing of Route 2 since at least 2009 with a proposed potential main alignment. Should the sewer service area be extended westerly from its present limit, that the area be served by gravity means to

available service located to the south of Route 2 with a connection to the trunk line sewer at/or near Mill Hill Road.

8. Adjourn - Motion to adjourn, by R. Silberman , second by R. Peter ; Motion approved 5-0. Chairman Coyle adjourned the meeting at 8:50 p.m.

Respectfully submitted,
James Paggioli, L.S.